

APPROVED



# Pharos Academy Charter School

## Minutes

### Pharos Academy Charter School Board Meeting

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#### Date and Time

Thursday March 18, 2021 at 6:30 PM

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#### PHAROS ACADEMY CHARTER SCHOOL BOARD of TRUSTEES MEETING

All meetings of the Board of Trustees of the Pharos Academy Charter School are held in compliance with New York State Open Meeting Law.

**Date:** March 18, 2021

**Time:** 6:30 p.m.

**Location:** Zoom:

<https://bronxlighthouse.zoom.us/j/5239033349>

Meeting ID: 523 903 3349

One tap mobile

+13126266799,,5239033349# US (Chicago)

+16465588656,,5239033349# US (New York)

Dial by your location

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+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

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**ALL ARE INVITED TO ATTEND!**

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**PHAROS ACADEMY CHARTER SCHOOL**  
**DE LA JUNTA ADMINISTRATIVA**

Realizamos todas las reuniones de la Junta Administrativa de la escuela Pharos Academy Charter School conforme a la Ley de Reuniones Abiertas del Estado de Nueva York.

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**Trustees Present**

A. Abreu (remote), B. Thompson (remote), J. Lopez-Molina (remote), K. Shah (remote), R. Granado (remote), S. Jean-Jacques (remote), S. Sutherland (remote), T. Wethington (remote)

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### **Trustees Absent**

J. Reyes, N. Jones, V. Caba

### **Guests Present**

B. Elliott (remote), C. Russell (remote), Kelsey Fowler (remote), M. Dorsey (remote), T. Brown (remote), T. Perez (remote)

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

J. Lopez-Molina called a meeting of the board of trustees of Pharos Academy Charter School to order on Thursday Mar 18, 2021 at 6:40 PM.

## **II. Public Comments**

### **A. Public Comments**

Public comments requested - No public comments.

## **III. COVID-19 Updates**

### **A. COVID-19 Updates**

The Covid -19 Updates will be covered under Academic Report. Since last month Pharos had to shut down a number of pods due to positive Covid-19 Case. One of the largest Pharos Pods (3-12) Pod was closed down.

90% Scholars are remote during the 3rd Quarter. Academic plans for the 4th Quarter to be discussed during the Academic Report.

## **IV. Pharos Academy Charter School Staff Presentation**

### **A. Pharos Academy Charter School Staff Presentation**

Kelsey Fowler presenter. 1st Year- Teach for America  
Special Education Teacher- Provided education and professional background.  
Kelsey provided presentation using the NearPod application.

## **V. Board Governance**

### **A.**

### **Approve Minutes**

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 02-18-21.

T. Wethington seconded the motion.

The board **VOTED** unanimously to approve the motion.

Updates provided regarding the key points and goals of the CEO Support and Evaluation project.

Evaluation will likely be conducted through the Board on Track tool.

Board participation is not required, but the Board will be asked to provide input into the 360 review report.

360 review, Matrix and areas of improvement noted during the last charter renewal to be reviewed and evaluated for presentation.

### **B. Mentoring Opportunity**

Planning to do resume workshops with students and designing an interview competition event.

Goal is to make this an annual event to train students on interview techniques.

The winner of the competition may be asked to present their mock interview for the whole school.

Activities can be conducted in small group panels and then the results can be presented to the larger school community.

### **C. MWC Recommendations - Project Plan/Next Steps**

Charter rewrite updates are currently being updated. School consultant, Steve, will be wrapping up a few final pieces for an April presentation.

### **D. Principal Evaluation**

### **E. Board Bylaws**

In the revision the consultant, Steve, noticed several areas referencing the old school name. Recommendation would be to update documents to reference the new school name, Pharos Academy Charter School, to ensure that all versions moving forward will accurately reflect the schools current name. Board members are in agreement to move forward and approve the changes recommended to the bylaws.

J. Lopez-Molina made a motion to Approve the changes to the Board By Laws.

B. Thompson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **F. Board Member Resumes**

Board members requested to send in current resumes to maintain records for upcoming reports.

## **VI. Follow Up Items**

### **A. Follow Up Items**

PHACS Board Member - Scholar Support Services spreadsheet shared with Board Members. Board Members encouraged to add their information to the spreadsheet .

### **B. PHACS 2021 Scholarship**

Scholarship Award document presented to the Board for review, discussion and feedback.

Board discussed specifics related to the scholarship details, award process and requirements.

2 Awards, each for \$1,500.00 - 4 Year Commitment for both

2 Scholarships Discussed:

1. Pharos Academy Scholarship
2. Roberto Granado Scholarship

Fundraising options discussed and the method to support and maintain scholarship commitments.

Scholarship notification and updates can be presented in newsletters, during advisory, parent square and the college counselors.

## **VII. Culture Committee Report**

### **A. Culture Committee Report**

Culture Committee met and talked about the mission of the Culture Committee. Goal for the committee will be to meet monthly before Board Meetings to discuss goals and projects.

March Meeting Highlights:

1. Review data, surveys and feedback from stakeholders to bring concerns, ideas and thoughts to the committee.
2. Participate in College Day.
3. Next meeting is scheduled for April 2021, to work with the data.

## **VIII. Finance Committee Review**

### **A. Finance Committee Report**

Finance Committee met March 8, 2021. School in good financial standing, meeting all ratios, and ahead of budget on a projection basis.

Financial strength maintained and no significant changes to report.

Budget versus Projection discussed and presented to the Board.

Projecting budget surplus funds and the option to create a task force to provide support and ideals around the best financial options for future expenditures using the excess funds.

Robb will work with Mary Beth to ensure surplus funding are used accordingly. It is our obligation to spend the revenues that the state has allocated to us for the betterment of the scholars to achieve the Charter goals aligned with the school vision.

PPP Forgiveness approval still to be determined. Actions discussed around the options available upon approval or non approval of the PPP forgiveness.

Insurance costs for net year are under review and will be presented to the Board at a later date.

There were no expenses exceeding \$50K to be approved.

R. Granado made a motion to Approve the February 2021 Financials.

B. Thompson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Investment Account Update**

### **C. Pharos Special Projects**

### **D. Pharos Academy Charter School Scholarship Program/Fundraising Monies**

### **E. Expenses Over 50K**

### **F. Financial Services Request for Proposal (RFP)**

RFP has been prepared and presented for the Financial Service provider for the FY22 School Year.

SBAS Inc. is aware and has been a great source of information and financial services during the FY21 School Year.

## **IX. Academic Committee Report**

### **A. Academic Committee Report**

State Tests are actual happening. Large windows of time are given for scholars to test. These windows or Math and ELA go from April 19 - May 14, 2021.  
Challenge: Bringing students back into the school while scholars are testing.  
Recommendation from Principal is to stay remote until State Testing is complete.

Due to the current conditions schools will not to be held accountable for data. Schools will not be rated on testing data. The goal is to get as many scholars in for testing, so that data is gathered for future educational planning.

Questions Presented To The Board for Support:

Is the Board comfortable to delay opening until state testing is complete?

Does the Board want the school to open Quarter 4 and the school to establish a plan of action around test activities?

Board is in agreement to delay opening until state testing is complete.

PODS will remain open for families that need to bring children in.

## **X. Principal's Report**

### **A. Principal's Report**

#### **Navigating Forward Campaign**

##### **Where we were- The Challenge of 2015**

100 Suspension per year in K-8 (450 Students)

150 Suspension per year in 9-12

60% Graduation Rate

3-8 ELA and Math Proficiency numbers in teens

NYC DOE Authorizer Facing Non-Renewal (2 Year Renewal)

##### **Where we are - Results: College and Career**

90% Graduation Rate (over last 3 years)

US News: Ranked #78 Best Public High School in NYC , #13 in Bronx

Proficiency in Mathematics: From 2014-2019 school moved from 19% to 51%

More Level 4's in Math tan Level 1's

Proficiency in ELA: From 2014-2019 school moved from 11% in to 44%

50% students were Level 1's in 2014. Now only 20% of students are Level 1 .

Website review : Digital presence matches the actual school  
The Opportunity  
Realizing the opportunity  
Rebranding

### **The Projects**

1. K-8 Furniture and Instructional Technology
2. Rebrand Entire School
3. Build Digital Book (Sora) Library
4. Build Digital video and picture library
5. Create Digital learning environment for teacher training
6. Upgrade Science and Technology
7. Purchase 15- Passenger van for College trips and sporting events
8. Enhance Data Systems: Build Data Dashboards

Ask: Financial Board Committee to meet frequently to review project plans and support the forward movement of listed projects. Board voted to endow financial jurisdiction over project funding.

Black History Month / Women's Month activities and events discussed with the Board.  
Video presented to Board.

### **Attendance & Enrollment numbers provided:**

#### **Enrollment**

660 Budgeted Enrollment  
655 Current Enrollment

#### **Attendance**

K-8 - 93%  
9-12 - 91%

### **Partnership Updates:**

1. Genesys Works Partnership
2. Casita Maria Center for Arts and Education -
3. Rocking The Boat - Build boats and learn how to row
4. Monroe College - 10 Seniors taking remote classes at Monroe College

Interim Assessment #3 - Data will be provided next month

**Staffing Updates:** 5 Total Departures



J. Lopez-Molina made a motion to Endow Finance Committee to approve expenses in excess of \$50K.

T. Wethington seconded the motion.

The board voted to give the Finance Committee the authority to approve expenses over \$50,000 for the Navigating Forward Project. Expenses are not to exceed a total of \$ 1 million. If there is a need to exceed, we can then go to \$200K for additional approval.

The board **VOTED** unanimously to approve the motion.

## **XI. School Operations**

### **A. Pharos Academy Charter School Fundraising**

### **B. Lottery Update**

Just under 500 applications and nice spread of special needs.

In the process of presenting Lottery preferences .

## **XII. Benefits Update**

### **A. Benefits Update**

Working with current provider and handling challenges as they arise.

Benefit presentation to be provided in the upcoming meetings.

## **XIII. Facilities**

### **A. Facilities Update**

To be discussed at the April 2021 Board Meeting

## **XIV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:18 PM.

Respectfully Submitted,

M. Dorsey